

North Somerset Local List of Planning Application Requirements (Parts one and two) – Adopted 12 December 2023

The local list of Planning Application Requirements (PAR) for North Somerset is in three parts. Part 1 and sets out what supporting information is required in order for an application to be considered as valid. Part 2 relates to plans and drawings. The Government confirms that further information can be requested after an application has been validated. This is because this local list of planning applications only sets out what information is required for an application to be validly made. It does not set out every piece of information that may be required to ensure a proposal complies with adopted planning policy. Where information, that is required in accordance with any part of the adopted list of PAR, is not submitted with an application, then that application would normally be considered as being invalid and no further work will be undertaken until the required information is received.

Part 1 - Supporting Information

Item No	Item description	When required	Policy driver (NPPF = National Planning Policy Framework)
1.	Accessible Housing Statement	Required for 6 or more new residential units (including conversions and change of use).	<ul style="list-style-type: none"> ○ Sites and Policies Plan Part 1 – Development Management Policy: DM42 ○ Accessible and Adaptable Housing Needs Assessment SPD (2018) ○ Building Regulation 2010 M4(2) Category Two: Accessible and adaptable housing dwellings.
2.	Affordable Housing Statement	Required for residential or mixed-use development: <ol style="list-style-type: none"> 1. providing 10 or more dwellings; or 2. where the site area would be 0.5ha or more unless the development is for 100% affordable housing.	<ul style="list-style-type: none"> ○ NPPF – Paragraphs 34 and 63-65 ○ North Somerset Core Strategy – Policy CS16 ○ Affordable Housing Supplementary Planning Document (SPD)
3.	Amendments Proposed Statement	Required for applications seeking non-material amendments or minor material amendments to a previously granted planning permission	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43 ○ Section 62 (4A) of the Town and Country Planning Act 1990 (inserted by the Growth and Infrastructure Act) and article 29(4)(bb) of the Town and Country Planning (Development Management Procedure) (England) Order 2015
4.	Archaeological Desk Based Assessment	Required for: <ol style="list-style-type: none"> 1. Planning application within Archaeological site 2. Planning application within Scheduled Monument site 	<ul style="list-style-type: none"> ○ NPPF – paragraphs 195-211 ○ North Somerset Core Strategy – Policy CS5 ○ Sites and Policies Plan Part 1 – Development Management Policies: DM3, DM4, DM5, DM6 and DM7)
5.	Ecological checklist	Required for all planning applications except for applications for: <ul style="list-style-type: none"> • Advertisement Consent • Certificates of existing and proposed lawful development and uses • Changes of use where there are no physical works proposed • Non material amendment unless the application is accompanied by an ecological report (Ecological Impact Assessment (EclA)), undertaken by a qualified ecologist and carried out within the previous two years. The checklist must be completed in full and correctly in order for the application to be valid.	<ul style="list-style-type: none"> ○ Wildlife & Countryside Act 1981 ○ Countryside & Rights of Way Act 2000 ○ Conservation of Species & Habitats Regulations 2010 ○ Habitats Directive 2009 92/43/EEC ○ Natural Environment and Rural Communities Act (NERC) 2006 ○ North Somerset Core Strategy - Policy CS4 ○ Sites and Policies Plan Part 1 – Development Management Policy: DM8 (publication version)

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			<ul style="list-style-type: none"> ○ North Somerset and Mendip Bats Special Area of Conservation (SAC) Guidance on Development: Supplementary Planning Document (adopted January 2018) ○ North Somerset Council's Bat survey requirements <p>See https://www.gov.uk/guidance/bats-surveys-and-mitigation-for-development-projects</p>
6.	Ecological Impact Assessment (EcIA)	<p>Required when a correctly completed Ecological Checklist confirms that it is necessary or otherwise where the proposal is likely to negatively affect habitats or protected species of importance for nature conservation, unless a qualified ecologist confirms in writing that it is not required.</p> <p>For smaller householder applications or barn conversions (if the development has a small footprint), the applicant's ecologist can adapt the EcIA methodology, so the assessment and reporting are proportional to the size of the project.</p>	<ul style="list-style-type: none"> ○ Wildlife & Countryside Act 1981 ○ Countryside & Rights of Way Act 2000 ○ Protection of Badgers Act 1992 ○ Conservation of Species & Habitats Regulations 2010 ○ Habitats Directive 2009 92/43/EEC ○ Birds Directive 2009 147/EEC ○ Natural Environment and Rural Communities Act (NERC) 2006 ○ North Somerset Core Strategy - Policy CS4 ○ Sites and Policies Plan Part 1 – Development Management Policy: DM8 ○ North Somerset Council's Bat survey requirements <p>See https://www.gov.uk/guidance/protected-species-how-to-review-planning-applications</p>
7.	Coal Mining Risk Assessment (CMRA)	<p>Required for all development in Development High Risk Areas, excluding those on the Exemptions List e.g.:</p> <ul style="list-style-type: none"> • Householder development • Heritage consents, including listed building or conservation areas • advertisement consent • Lawful development certificates • Hazardous substances consent • Tree or hedgerow works, tree preservation order or in conservation area • Prior notification (any type) • Where building or ground works are insignificant. Examples of ground works that are likely to be insignificant include: <ul style="list-style-type: none"> ○ bin stores and smoking shelters, as these are unlikely to require deep and extensive foundations or groundworks ○ storage containers, as these are unlikely to require any groundworks as they are usually placed on existing site surface or on slabs ○ solar arrays, as the solar panels are unlikely to require deep and extensive foundations or groundworks and are often merely placed on the site surface freestanding with adjustable legs 	<ul style="list-style-type: none"> ○ NPPF Paragraphs 180 and 189 ○ North Somerset Core Strategy – Policy CS3
8.	CIL forms – form 1 (Additional information)	<p>Required for:</p> <p>1) Applications that include an element of any of the following types of development:</p> <p>a) Residential (use class C3/C4);</p>	<ul style="list-style-type: none"> ○ NPPF – Paragraph 56 ○ Community Infrastructure Levy (CIL) Regulations 2010 (as amended).

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		<p>b) Extra care (C2) housing; c) Purpose-built student accommodation/halls of residence; d) Retail including sale of food and drink: use classes Ea, Eb, E(c), F2a and the following sui generis uses:</p> <ul style="list-style-type: none"> Public houses, wine bars or drinking establishments. Drinking establishments with expanded food provision. Hot food takeaways. <p>and where the application would create 100sqm or more of new floorspace or change of use/converted floorspace and is any of the following:</p> <p>e) Full planning permission (including householder applications); f) Technical details consent; g) Lawful development certificates, where the development in question commenced after 18th January 2018; h) Modification of S106 agreements; i) Prior approval; j) Reserved matters (following an outline planning permission).</p> <p>2) New dwellings (including change of use/conversion).</p> <p>3) Minor Material Amendments to any application which was liable to pay CIL contributions (see above criteria).</p> <p>Not required for:</p> <ul style="list-style-type: none"> outline applications minerals or waste development <p>Applicants seeking permission for other forms of development may, if they wish, submit the CIL additional information form on an optional basis in order to enable confirmation that no charges will apply.</p> <p>Please see www.n-somerset.gov.uk/cil for further information.</p> <p>NOTE: Although not a validation requirement, it is also advisable to submit the “Form 2: Assumption of Liability” for CIL-Liable proposals at this stage to avoid delays later in the process.</p>	
9.	Economic Statement & Marketing Report	Required for all applications where it is proposed to develop existing employment land/buildings within Use Classes E, B2 or B8 for a use not within Use Classes E, B2 or B8.	<ul style="list-style-type: none"> NPPF – Paragraphs 43 and 85-86 North Somerset Core Strategy – Policy CS20 Sites and Policies Plan Part 2: Policy SA4
10.	Employment Led Statement	Required for residential development proposals of 10 or more dwellings within the 'Junction 21 Enterprise Area including the Weston Villages' as defined in the Employment-led Delivery at Weston-super-Mare Supplementary Planning Document (SPD) (2014), and on sites of 50 or more dwellings within the 'Remainder of Weston-super-Mare' also set out in that SPD.	<ul style="list-style-type: none"> NPPF – Paragraphs 43 and 85-86 North Somerset Core Strategy – Policy CS20 and CS30 Employment-led delivery at Weston-super-Mare Supplementary Planning Document 2014
11.	Environmental Impact Assessment	<p>In accordance with the Town and Country Planning (Environmental Impact Assessment) Regulations 2011 (Schedules 1 and 2 type development).</p> <p>See National Planning Practice Guidance for further details.</p>	<ul style="list-style-type: none"> NPPF – Paragraph 43 The Town & Country Planning (Environmental Impact Assessment) Regulations 2017 (Statutory Instrument 2011 No. 1824)

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12.	Energy Statement	Required for: 1. All new residential units (including conversions) 2. Non-residential development (including change of use, conversions and extensions) with a floor area over 500m2	<ul style="list-style-type: none"> ○ NPPF – Paragraphs 43, 156 159 ○ North Somerset Core Strategy - Policies CS1 and CS2 ○ Sites and Policies Plan Part 1 – Development Management Policy: DM2 ○ Creating Sustainable Building and Places in North Somerset SPD (2021)
13.	Sustainability Statement	Required for major development	<ul style="list-style-type: none"> ○ NPPF – Paragraphs 43, 156 and 159 ○ North Somerset Core Strategy - Policies CS1 and CS2 ○ Sites and Policies Plan Part 1 – Development Management Policy: DM1 and DM2 ○ Creating Sustainable Building and Places in North Somerset SPD (2021)
14.	Flood Warning Evacuation Plan	Required for: 1. Hazardous Substance Consent applications 2. Sites which require a Flood Risk Assessment (FRA) and which are: a) Major developments; b) New or extended residential accommodation for vulnerable people (including conversion and annexes). For example, sheltered housing or care home etc; c) New residential dwellings or flats (including conversion and annexes) where there would be no internal access to a habitable upper floor; d) New or extended sites for camping, caravans and gypsy and traveller sites; or e) New or extended hotels or hostels.	<ul style="list-style-type: none"> ○ NPPF – Paragraph 34 and sections 14 ○ The Technical Guidance to the National Planning Policy Framework (March 2012) ○ North Somerset Core Strategy – Policy CS3 ○ Sites and Policies Plan Part 1 – Development Management Policy: DM1
15.	Flood Risk Assessment (FRA)	Required for: 1. Development sites of 1 hectare or over in Flood Zone 1; 2. Development in an area within flood zone 1 which has critical drainage problems as notified by the Environment Agency (none currently notified in North Somerset); 3. Development in Flood Zones 2 and 3 ; 4. Development sites that could be affected by sources of flooding other than rivers and the sea (for example surface water, reservoirs, groundwater), where the development would introduce a more vulnerable use; or 5. Development where there is an increased risk of flooding, from any source, in the future (as identified within the Strategic Flood Risk Assessment).	<ul style="list-style-type: none"> ○ NPPF paragraph 43 and section 14 – Meeting the challenge of climate change, flooding and coastal change – paragraphs 155 to 165. ○ Planning Practice Guidance on Flood Risk and Coastal Change 6th March 2014, Ministry of Housing, Communities and Local Government ○ North Somerset Core Strategy – Policy CS3 ○ Sites and Policies Plan Part 1 – Development Management Policies: Policy DM1
16.	Flood Risk Sequential Test Evidence	Required for: 1. Development in flood zones 2 and 3 (including sites predicted to become within flood zone 2 or 3 as a result of climate change) and sites at risk from other sources of flooding both now and in the future. Not required for:	<ul style="list-style-type: none"> ○ NPPF paragraph 43 and section 14 – Meeting the challenge of climate change, flooding and coastal change – paragraphs 155 to 165. ○ Planning Practice Guidance on Flood Risk and Coastal Change 6th March 2014, Ministry of Housing, Communities and Local

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		<ol style="list-style-type: none"> 1. Minor non-residential extensions (industrial/commercial/leisure etc) with a footprint less than 250sqm; 2. Development that does not increase the size of buildings e.g. alterations to external appearance; 3. Householder development (sheds, garages, games rooms etc.) within the curtilage of the existing dwelling in addition to physical extensions to the existing dwelling itself. Note that this definition excludes any proposed development that would create a separate dwelling within the curtilage of the existing dwelling e.g. subdivision of houses into flats; or 4. Changes of use, except for change to a caravan, camping or chalet site, or to a mobile home or park home site. 	<p>Government</p> <ul style="list-style-type: none"> ○ North Somerset Core Strategy – Policy CS3 ○ Sites and Policies Plan Part 1 – Development Management Policies: Policy DM1 ○ North Somerset Council's Flood Risk Advice Note (2019)
17.	Flood Risk Exception Test	<p>Required for:</p> <ol style="list-style-type: none"> 1. Development that is defined as “highly vulnerable” within in flood zone 2; 2. Development classified as “essential infrastructure” within in flood zones 3a and 3b; or 3. Development classified as “more vulnerable” within in flood zone 3a. <p>Not required for:</p> <ol style="list-style-type: none"> 1. Minor non-residential extensions (industrial/commercial/leisure etc) with a footprint less than 250sqm; 2. Development that does not increase the size of buildings e.g., alterations to external appearance; 3. Householder development (sheds, garages, games rooms etc.) within the curtilage of the existing dwelling in addition to physical extensions to the existing dwelling itself. Note that this definition excludes any proposed development that would create a separate dwelling within the curtilage of the existing dwelling e.g., subdivision of houses into flats; or 4. Changes of use, except for change to a caravan, camping or chalet site, or to a mobile home or park home site. 	<ul style="list-style-type: none"> ○ NPPF paragraph 43 and section 14 – Meeting the challenge of climate change, flooding and coastal change – paragraphs 155 to 165. ○ Planning Practice Guidance on Flood Risk and Coastal Change 6th March 2014, Ministry of Housing, Communities and Local Government ○ North Somerset Core Strategy – Policy CS3 ○ Sites and Policies Plan Part 1 – Development Management Policies: Policy DM1 ○ North Somerset Council's Flood Risk Advice Note (2019)
18.	Foul Sewerage and Utilities Assessment	Required for all applications proposing developments in excess of 100 dwellings; or 10,000m ² new floor space (or an equivalent combination).	<ul style="list-style-type: none"> ○ NPPF – Paragraphs 43 and section 14 and 15 North Somerset Core Strategy - Policies CS3
19.	Groundwater protection details	<p>Required for:</p> <ol style="list-style-type: none"> 1. Development within a Groundwater Source Protection Zone which proposes foul drainage that is not connected to a main sewer; 2. Non-residential development within a Groundwater Source Protection Zone that is likely to result in contaminated surface water e.g., livestock buildings, oil storage tanks, general industrial uses (Use Class B2); or 3. Any development of potentially contaminated land e.g., redevelopment of a petrol filling station or a vehicle scrappage facility. <p>Not required for householder development.</p>	<ul style="list-style-type: none"> ○ NPPF – Paragraphs 43, 180 and 189 ○ North Somerset Core Strategy - Policies CS3 ○ Sites and Policies Plan Part 1 – Development Management Policies: Policy DM1
20.	Surface Water Drainage Strategy	<p>Required for:</p> <ol style="list-style-type: none"> 1. Major developments; 2. Developments subject to a requirement for sustainable drainage solutions to be provided, as set out in a ‘made’ Neighbourhood Plan; 3. Minor development within an area liable to flood from all sources of flooding including surface water, ground water or flood zones 2 and 3 as shown on the online Planning Map; or 4. Minor development that is likely to increase flood risk locally. <p>Not required for householder development.</p>	<ul style="list-style-type: none"> ○ NPPF paragraph 43 and section 14 – Meeting the challenge of climate change, flooding and coastal change – paragraph 173-175. ○ Planning Practice Guidance on Flood Risk and Coastal Change 6th March 2014, Ministry of Housing, Communities and Local Government, paragraphs 079 to 086 ○ North Somerset Core Strategy – Policy CS3 ○ Sites and Policies Plan Part 1 – Development Management Policies: Policy DM1 ○ Weston Town Centre Regeneration Area

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			(SPD) (adopted February 2017)
21.	Health Impact assessments	Required for all large-scale major developments as follows: <ol style="list-style-type: none"> 1. Residential development - 200 or more dwellings (if number of units not specified then on sites of 4ha or more) 2. Non-residential development with a floor space of 10,000m2 or more or area of 2ha or more 	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43 and section 8 ○ NPPF – Paragraphs 8, 20c, 96c, 135f and 189 ○ North Somerset Core Strategy - Policies CS26 ○ Public Health England, Health Impact Assessment in spatial planning Oct 2020
22.	Heritage Statement	Required for: <ol style="list-style-type: none"> 1. Applications for Listed Building Consent; 2. Planning applications affecting a Listed Building or its curtilage; 3. Planning application within or affecting a Conservation Area; 4. Planning application affecting nationally and locally designated parks and gardens; 5. Planning application affecting undesignated/ Locally listed assets that are recorded on the Historic Environment. 	<ul style="list-style-type: none"> ○ NPPF – paragraph 43 and section 16 ○ North Somerset Core Strategy – Policy CS5 ○ Sites and Policies Plan Part 1 – Development Management Policies: DM3, DM4, DM5, DM6 and DM7)
23.	Historic Park and Garden Landscape Assessment	Required where development is proposed within a historic park or garden, as identified on the Policies Map.	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43 and section 16 ○ North Somerset Core Strategy – Policy CS5 ○ Sites and Policies Plan Sites and Policies Plan Part 1 – Development Management Policies: DM5
24.	Landscape and visual impact assessment	Required for: <ol style="list-style-type: none"> 1. Major development providing new buildings and structures located outside of settlement boundaries; or 2. New building or structures would be significantly higher than the height of existing buildings in the area. 	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43 and Section 12 ○ North Somerset Core Strategy CS5 ○ Sites and Policies Plan Part 1 – Development Management Policy: DM10
25.	Land Contamination Assessment	Required for applications where there are known/suspected contamination issues with land and/or previous potentially contaminative uses. Examples <u>may</u> include: <ol style="list-style-type: none"> 1. Developments on sites with a known past potentially contaminative historical land use 2. Conversion or redevelopment of petrol filling stations 3. Redevelopment of industrial and manufacturing sites. 4. Mineral and Waste applications 5. Applications for sites where previous or proposed alteration to the topography of the land or nearby land, for instance through infilling of the land, may result in the land being contaminated. 	<ul style="list-style-type: none"> ○ NPPF – Paragraphs 43, 180, 189 ○ North Somerset Core Strategy – Policy CS3
26.	Lighting Assessment	Required for all applications for floodlighting (excluding small scale domestic lighting).	<ul style="list-style-type: none"> ○ NPPF – Paragraphs 43, section 12 ○ North Somerset Core Strategy – Policies CS3 and CS12 ○ Sites and Policies Plan Part 1 – Development Management Policy: DM32
27.	Noise Impact Assessment	Required for: <ol style="list-style-type: none"> 1. Applications for noise sensitive development (e.g., residential, schools and hospitals) adjacent to major 	<ul style="list-style-type: none"> ○ NPPF – Paragraphs 43 and, 180 ○ North Somerset Core Strategy – Policy CS3 ○ Sites and Policies Plan Part 1 –

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		<p>road/transport infrastructure and other significant sources of noise; or</p> <p>2. Applications for uses that involve activities that may generate significant levels of noise (e.g., development in <u>use classes B2 or B8</u>) adjacent to existing noise sensitive uses.</p> <p>Examples of when normally required:</p> <ul style="list-style-type: none"> • New residential development sited on or near transport related major noise sources such as rail or air transport • New residential development adjacent or close to licensed premises. • New commercial development within Use Classes B2 or B8 adjacent or close to existing residential development. <p>Not required for householder development.</p>	Development Management Policy: DM32
28.	Open Space Assessment	<p>Required for:</p> <ol style="list-style-type: none"> 1. All major development (10 or more dwellings or 1,000m² or more) which involve a loss of open space* including playing fields; or 2. All development that includes the loss of all or any part of a playing field. <p>* Open space is defined as open space of public value, including not just land, but also areas of water such as rivers, canals, lakes and reservoirs which offer important opportunities for sport and recreation and can also act as a visual amenity.</p>	<ul style="list-style-type: none"> ○ NPPF – Paragraphs 43, 96, 102-103 ○ North Somerset Core Strategy – Policy CS26
29.	Preliminary Bat Roost Assessment	Required when a correctly completed Ecological Checklist confirms that it is necessary.	<ul style="list-style-type: none"> ○ Wildlife & Countryside Act 1981 ○ Countryside & Rights of Way Act 2000 ○ Conservation of Species & Habitats Regulations 2010 ○ Habitats Directive 2009 92/43/EEC ○ Natural Environment and Rural Communities Act (NERC) 2006 ○ NPPF - Paragraphs 180-181 ○ North Somerset Core Strategy - Policy CS4 ○ Sites and Policies Plan Part 1 – Development Management Policy: DM8 (publication version) ○ North Somerset and Mendip Bats Special Area of Conservation (SAC) Guidance on Development: Supplementary Planning Document (adopted January 2018) ○ North Somerset Council's Bat survey requirements <p>See https://www.gov.uk/guidance/bats-surveys-and-mitigation-for-development-projects</p>
30.	Retail Sequential Test	<p>Required for:</p> <ol style="list-style-type: none"> 1. Any retail proposals for an increase in retail floor area (including mixed use with retail as part of the scheme) within defined retail parks; 2. Required for any retail proposals (including mixed use with retail as part of the scheme) with a floor area of 	<ul style="list-style-type: none"> ○ NPPF – paragraph 43 and Section 7 ○ North Somerset Core Strategy – Policy CS21 ○ Sites and Policies Plan Part 1 – Development Management Policies: DM66,

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		200m2 or more and located outside of a defined retail centre as shown on the Policies Map; 3. Required for any retail proposals located in a defined district centre if the floor area is more than 500m2; or 4. Required for any retail proposals located in a defined local centre if the floor area is more than 300m2.	DM67 and DM69
31.	Retail Impact Assessment	Required for all retail development over 2,500sqm (gross).	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43 and Section 7 ○ Sites and Policies Plan Part 1 – Development Management Policies: DM66.
32.	Retail Park Justification	Required for proposals that provide additional retail floor space (including mixed use with retail as part of the scheme) within a defined retail park.	<ul style="list-style-type: none"> ○ NPPF – paragraph 43 and Section 7 ○ North Somerset Core Strategy – Policy CS21 ○ Sites and Policies Plan Part 1 – Development Management Policy: DM65
33.	Telecommunication Information	Required for all telecoms development	<ul style="list-style-type: none"> ○ The Communications Act 2003 (As amended) ○ The Town and Country Planning (General Permitted Development) Order 1995 (as amended) ○ Code of Best Practice on Mobile Phone Network Development
34.	Transport Assessment/ Statement	Required for all major development where there are likely to be significant transport implications. See annexe A for details of what constitutes “significant transport implications”.	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43 and Section 9 ○ North Somerset Core Strategy – Policy CS10 ○ Sites and Policies Plan Part 1 – Development Management Policies: DM24
35.	Travel Plan	Required for all developments which generate significant amounts of movement. See annexe B for details. See annexe A for details of what constitutes “significant transport implications”.	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43 and Section 9 ○ North Somerset Core Strategy – Policy CS10 ○ Sites and Policies Plan Part 1 – Development Management Policy: DM26 ○ Travel Plan SPD (Nov 2010)
36.	Tree Survey and Tree Protection Plan	<p>A Tree Survey and Tree Protection Plan is required where there are trees* within or adjacent** to the application site.</p> <p>* A tree should be considered where it has a stem diameter greater than 75mm when measured at 1.5m above ground level (not including hedgerows – which must be considered separately)</p> <p>** Trees that overhang the site or are located beyond the site boundaries within a distance of up to 12 times their estimated stem diameter;</p> <p>The information submitted should:</p> <ul style="list-style-type: none"> • show the location and give an appraisal of the trees • clearly show which trees are to be removed and which are to be retained • indicate the Root Protection Area (RPA) as calculated in ‘BS5837(2012) – Trees in Relation to Design, Demolition and Construction – Recommendations’, • show methods for protecting the trees <p>include an Arboricultural Method Statement where working is required for any reason within the trees Root Protection</p>	<ul style="list-style-type: none"> ○ NPPF – Paragraphs 43, 124b and 136. ○ North Somerset Core Strategy – Policy CS4 ○ Sites and Policies Plan Part 1 – Development Management Policy: DM9 ○ BS5837:2012 Trees in relation to design, demolition and construction – Recommendations

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		Area (RPA).	
37.	Ventilation and Extraction Statement	Required for all applications where extraction equipment for the preparation of cooked food is to be installed (excluding alterations to existing dwellings and proposals for new dwellings).	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43, and section 11 ○ North Somerset Core Strategy – Policy CS3

Part 2 - Plans and Drawings

Item No	Item description	Proposed requirements	Policy driver (NPPF = National Planning Policy Framework)
1.	Location plan	Always required. (note that location plans are a national requirement that are always required)	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43 ○ Section 62 (4A) of the Town and Country Planning Act 1990 (inserted by the Growth and Infrastructure Act) and article 29(4)(bb) of the Town and Country Planning (Development Management Procedure) (England) Order 2015
2.	Layout plan (existing and proposed)	Always required.	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43 ○ Section 62 (4A) of the Town and Country Planning Act 1990 (inserted by the Growth and Infrastructure Act) and article 29(4)(bb) of the Town and Country Planning (Development Management Procedure) (England) Order 2015.
3.	Transport – proposed visibility splay	Required for all new or altered vehicular accesses onto an existing highway (can be included within the Site Layout Plan)	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43 and Section 9 ○ North Somerset Core Strategy – Policy CS10 ○ Sites and Policies Plan Part 1 – Development Management Policies: DM24
4.	Transport – Vehicle Tracking Plan (Waste, Emergency & Service vehicles)	Required for developments of 10 dwellings or more.	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43 and Section 9 ○ North Somerset Core Strategy – Policy CS10 ○ Sites and Policies Plan Part 1 – Development Management Policies: DM24 ○ North Somerset Parking Standards (adopted November 2013)
5.	Transport –vehicle parking plan (existing and proposed)	Required for development proposals that: <ul style="list-style-type: none"> • propose new or altered parking arrangements; or • increase the demand for parking as set out within the council's adopted parking standards e.g. additional dwellings (can be included within the Site Layout Plan). 	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43 and Section 9 ○ North Somerset Core Strategy – Policy CS10 ○ Sites and Policies Plan Part 1 – Development Management Policies: DM24 ○ North Somerset Parking Standards (adopted November 2013)
6.	Floor plans - existing	Required for: <ul style="list-style-type: none"> • extensions to an existing building* • replacement residential buildings** • replacement non-residential buildings within the Green Belt • proposals for a change of use. <p>*except for domestic extensions that are located <u>outside</u> of the Green Belt and where the applicant has submitted a not to scale sketch showing the use of each room in the existing building. ** i.e. the replacement of an existing residential unit with one or more new residential units.</p>	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43 ○ Section 62 (4A) of the Town and Country Planning Act 1990 (inserted by the Growth and Infrastructure Act) and article 29(4)(bb) of the Town and Country Planning (Development Management Procedure) (England) Order 2015
7.	Floor plans - proposed	Required for all new buildings, extensions to existing buildings and proposals for a change of use.	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43 ○ Section 62 (4A) of the Town and Country Planning Act 1990 (inserted by the Growth and Infrastructure Act) and article 29(4)(bb) of the Town and Country Planning

			(Development Management Procedure) (England) Order 2015
8.	Proposed floor plans showing wheelchair turning and movement areas	Required for proposals for retirement accommodation and supported independent living for older and vulnerable people.	<ul style="list-style-type: none"> North Somerset Core Strategy – Policy CS15 Sites and Policies Plan Part 1 – Development Management Policy: DM40 and DM42 Approved Document M, Volume 1 M4(3), Wheelchair user of dwellings
9.	Elevations (existing and proposed)	Required for all applications that involve the erection of new buildings, new structures, extensions and external alterations or advertisements.	<ul style="list-style-type: none"> NPPF – Paragraph 43 Section 62 (4A) of the Town and Country Planning Act 1990 (inserted by the Growth and Infrastructure Act) Article 29(4)(bb) of the Town and Country Planning (Development Management Procedure) (England) Order 2015
10.	Roof plans (existing and proposed)	Required for major or complex roof alterations.	<ul style="list-style-type: none"> NPPF – Paragraph 43 Section 62 (4A) of the Town and Country Planning Act 1990 (inserted by the Growth and Infrastructure Act) Article 29(4)(bb) of the Town and Country Planning (Development Management Procedure) (England) Order 2015
11.	Sections and levels	Required for new buildings or extensions: <ul style="list-style-type: none"> on significantly sloping or uneven land adjacent to land at a different level where significant changes in ground levels are proposed. 	<ul style="list-style-type: none"> NPPF – Paragraph 43 Section 62 (4A) of the Town and Country Planning Act 1990 (inserted by the Growth and Infrastructure Act) Article 29(4)(bb) of the Town and Country Planning (Development Management Procedure) (England) Order 2015
12.	Street scene or context plans	Required for development that is near to existing buildings and is likely to have a significant visual impact when viewed from a public space. For example, relatively large side extensions that will be near to neighbouring buildings.	<ul style="list-style-type: none"> NPPF – Paragraph 43 Section 62 (4A) of the Town and Country Planning Act 1990 (inserted by the Growth and Infrastructure Act) Article 29(4)(bb) of the Town and Country Planning (Development Management Procedure) (England) Order 2015
13.	Landscape plans and details	Required for proposals that involve any works that would affect trees or hedges* within the application site, or adjoining the site, or the proposal involves a lot of new planting. *unless the existing trees and hedges and any replacement planting are clearly shown on the site layout plan	<ul style="list-style-type: none"> NPPF – Paragraph 43 Section 62 (4A) of the Town and Country Planning Act 1990 (inserted by the Growth and Infrastructure Act) Article 29(4)(bb) of the Town and Country Planning (Development Management Procedure) (England) Order 2015
14.	Joinery details and elevations	<u>Planning Permission</u> Required for installing new windows or external doors, or replacing existing ones at a building that has heritage value and which is located within a Conservation Area. <u>Listed Building Consent</u> Required for installing new windows or doors, replacing existing ones or for internal joinery works.	<ul style="list-style-type: none"> NPPF – Paragraph 43 Section 62 (4A) of the Town and Country Planning Act 1990 (inserted by the Growth and Infrastructure Act) Article 29(4)(bb) of the Town and Country Planning (Development Management Procedure) (England) Order 2015

Transport Assessment Thresholds		
Type of development	Threshold at or above which a Transport Assessment will normally be required	
	1. Small Scheme (brief Transport Statement only) *	2. Large Scheme (full Transport Assessment) **
Food retail (F2 and E)	Floor area between 250 – 800 sq.m	Over 800 sq.m
Non-food retail (E)	Floor area between 800 – 1500 sq.m	Over 1500 sq.m
Financial and professional services (E)	Floor area between 1000 – 2500 sq.m	Over 2500 sq.m
Restaurants and cafes (E)	Floor area between 300 – 2500 sq.m	Over 2500 sq.m
Drinking establishments (Sui generis)	Floor area between 300 – 600 sq.m	Over 600 sq.m
Hot food takeaway (Sui generis)	Floor area between 250 – 500 sq.m	Over 500 sq.m
Business (E)	Floor area between 1500 – 2500 sq.m	Over 2500 sq.m
General industrial (B2)	Floor area between 2500 – 4000 sq.m	Over 4000 sq.m
Storage or distribution (B8)	Floor area between 3000 – 5000 sq.m	Over 5000 sq.m
Hotels (C1)	Between 75 – 100 bedrooms	Over 100 bedrooms
Residential institutions (C2) ➤ Hospitals / nursing homes ➤ Residential education ➤ Hostels	30 – 50 beds 50 – 150 students 250 – 400 residents	Over 50 beds Over 150 students Over 400 residents
Residential development (C3)	50 – 80 units	Over 80 units
Non-residential institutions (including schools) (F1)	Floor area between 500 – 1000 sq.m	Over 1000 sq.m
Assembly and leisure (Sui generis and E)	Floor area between 500 – 1500 sq.m	Over 1500 sq.m

For information about the coverage and detail of a Transport Assessment please refer to the council's Highway Development Design Guide.

Travel Plan Thresholds	
Land Use	Threshold at or above which a Travel Plan will normally be required
Retail – Food (Use Class E)	800m2
Retail – Non-food (Use Class E)	1500m2
Financial and professional services (Use Class E)	2500m2
Food and drink <ul style="list-style-type: none"> Restaurants, cafes, snack bars (Use Classes E) Pubs & Bars (Sui generis) Take-Aways (Sui generis) 	2500m2 600m2 500m2
Offices (Use Class E)	2500m2
Industrial (Use Class B2)	4000m2
Warehousing and distribution (Use Class B8)	5000m2
Hotels (Use Class C1)	100 bedrooms
Residential institutions (Use Class C2 and C2a) <ul style="list-style-type: none"> Hospitals and nursing homes Residential education Hostels 	Over 50 beds 150 units 400 units
Residential (Use Class C3)	80 units (basic travel plan measures may be required for >10 units, no fee will apply)
Non-residential institutions (Use Class F1)	1000m2
Schools (Use Class F1)	All new schools and extensions to schools that are likely to have a material impact on traffic movements
Higher and further education (Use Class F1)	1000m2
Assembly and leisure and mixed-use developments (Sui generis and Use Class E))	1500m 2 (TA = 1000, check RLTP)
Mixed use developments	Where a planning application covers mixed land uses, a single or overarching Travel Plan will be required covering the complete development. This will be where the sum of the combined pro-rata land uses meets the threshold. For example a development consisting of 60% of the B1 threshold (2500m2) and 40% of the B2 threshold (4000m 2) would require a Travel Plan.
Other developments including Bristol International Airport and Royal Portbury Dock	To be determined with reference to Replacement Local Plan and Joint Local Transport Plan policies, Guidance on Transport Assessments (DfT) – Indicative thresholds for transport assessments (Appendix B), and other local authority practice.